

**Arlington Redevelopment Board**  
**January 23, 2017 Minutes**  
**Town Hall Annex, Second Floor Conference Room – 7:30pm**

This meeting was recorded by ACMi.

**PRESENT:** Andrew Bunnell (Chair), Mike Cayer, Kin Lau, David Watson, Andrew West

**STAFF:** Jennifer Raitt, Laura Wiener

**GUESTS:** Wynelle Evans, Residential Study Group; Steven McKenna, Residential Study Group

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**Correspondence:** Email and Warrant Article proposal from Karen E. Thomas-Alyea

The Chairman opened the meeting at 7:30pm and moved to the first item on the agenda, 2017 Annual Town Meeting Warrant Articles. Jennifer Raitt, Director of Planning and Community Development, and Laura Wiener, Assistant Director, presented the Zoning and Town Bylaw Warrant Articles for discussion and sought a vote to submit Zoning Articles for the Warrant.

**ARTICLE A ZONING BYLAW AMENDMENT/ MIXED USE IN BUSINESS AND INDUSTRIAL ZONES**

To see if the Town will vote to amend the Zoning Bylaw ARTICLE 6 SECTION 6 TABLE OF DIMENSIONAL AND DENSITY REGULATIONS for Mixed-Use development in Business zones by removing the minimum lot area per dwelling unit square feet, or take any action related. Mr. Cayer suggested removing “in business” after mixed-use development and replacing the word “removing” with “reducing or removing” and adding the word “requirement” after the words “square feet”. Mr. Watson asked if there was a best practice to ensure an appropriate balance between large and small units. Ms. Wiener explained that 10% of all affordable housing needs to provide three bedrooms. Mr. West agreed with a flexible approach.

**ARTICLE B ZONING BYLAW AMENDMENT/ DEFINITIONS ARTISANAL FABRICATION**

To see if the Town will vote to amend the Zoning Bylaw, ARTICLE 2 DEFINITIONS, Artisanal Fabrication, by removing the maximum square foot area, or take any action related thereto. Mr. Cayer suggested creating flexibility by replacing “by removing” with “increasing or removing.”

**ARTICLE C ZONING BYLAW AMENDMENT/RESIDENTIAL DRIVEWAY AND PARKING ACCOMODATION ZONING CHANGES**

To see if the Town will vote to amend the Zoning Bylaw to address design and construction of new residential driveways and parking accommodations by: amending ARTICLE 8 SECTION 8.07 PARKING IN RESIDENTIAL DISTRICTS to set the maximum allowable grade for driveways accessing below-grade garages for single, two-family, duplex, or three-family dwellings at 15 percent (15%) unless authorized by special permit; amending ARTICLE 8 SECTION 8.07 PARKING IN RESIDENTIAL DISTRICTS to require vegetated buffers; amending ARTICLE 8 SECTION 8.07 PARKING IN RESIDENTIAL DISTRICTS to allow for incentives for surface parking at newly-constructed single, two-family, duplex or three-family dwellings; amending ARTICLE 8 SECTION 8.01 OFF-STREET PARKING REQUIREMENTS to decrease the number of off-street parking spaces required per dwelling unit from two (2) to one (1) for all single, two-family, duplex, or three-family dwellings; amending ARTICLE 6 SECTION 6 TABLE OF DIMENSIONAL AND DENSITY REGULATIONS to consider changes to minimum setbacks; or take any action related thereto. Wynelle Evans and Steve McKenna spoke on behalf of the Residential Study Group and shared the process and findings which led to the article. Mr. Cayer suggested “unbundling” ARTICLE 8 SECTION 8.07 PARKING IN RESIDENTIAL DISTRICTS. Mr. Lau agreed with Mr. Cayer and encouraged separation. Mr. West suggested separating and presenting the grade requirement as a safety issue. Mr. Watson supported the “bundling” presentation.

Mr. Cayer moved to approve Articles A, B and C to be submitted on behalf of the Redevelopment Board to the Board of Selectman in the Warrant as amended. Mr. Lau seconded. All voted in favor (5-0).

Additionally, Ms. Raitt sought a vote to recommend the following Town Bylaw Warrant Articles.

**ARTICLE “A” BYLAW AMENDMENT/RESIDENTIAL CONSTRUCTION, OPEN EXCAVATION, AND DEMOLITION ACTIVITY REGULATIONS: NEIGHBOR NOTIFICATIONS AND MEETINGS**

To see if the Town will vote to amend the Town Bylaws to require property owners and/or builders to provide the following material to abutters within 200 feet of residential demolition, open foundation excavation, new construction, or large addition sites, within seven (7) calendar days of the filing of a Building Permit application: site plan, hours of operation, anticipated completion date, work schedule, health, safety, abutting property protection, and noise abatement and to require evidence of such notice to abutters to the Department of Inspectional Services prior to the issuance of a Building Permit; and determine any fines for violations of said bylaw amendments; or take any action related thereto.

**ARTICLE “B” BYLAW AMENDMENT/RESIDENTIAL CONSTRUCTION, OPEN EXCAVATION, AND DEMOLITION ACTIVITY REGULATIONS: BUILDING SITE MAINTENANCE**

To see if the Town will vote to amend the Town Bylaws to require property owners and/or builders engaged in residential demolition, open foundation excavation, new construction, or large additions, to manage site conditions in the interests of public safety by mandating non-construction waste be removed or otherwise managed daily; dumpsters be used for construction waste only and covered and secured during non-working hours; portable restrooms be secured, maintained, and free from the public way unless otherwise permitted by the Town; construction equipment and materials be stored in safe, secure and non-obstructive locations on the site or as otherwise permitted by the Town and timely removed if inoperable or will otherwise no longer be used on the site; and determine any fines for violations of said bylaw amendments; or take any action related thereto.

**ARTICLE “C” BYLAW AMENDMENT/RESIDENTIAL CONSTRUCTION, OPEN EXCAVATION, AND DEMOLITION ACTIVITY REGULATIONS: ABUTTER AND PUBLIC PROPERTY PROTECTIONS**

To see if the Town will vote to amend the Town Bylaws to require property owners and/or builders engaged in residential demolition, open foundation excavation, new construction, or large addition projects protect neighboring public and private property by requiring a drive entrance pad, or its equivalent, to minimize tracking of soils from the building site; and prohibit removal of lateral support from any footing or foundation without first protecting such footings or foundations against settlement or lateral translation; and determine any fines for violations of said bylaw amendments; or take any action related thereto.

**ARTICLE “D” BYLAW AMENDMENT/RESIDENTIAL CONSTRUCTION, OPEN EXCAVATION, AND DEMOLITION ACTIVITY REGULATIONS: NOISE ABATEMENT**

To see if the Town will vote to amend the Town Bylaws to further prohibit construction as defined therein without reasonable use of mitigation measures to limit nuisance noise, including but not limited to, provision of noise reducing barriers where feasible on sites abutting residential properties, and limiting the use of noise generating equipment; and determine any fines for violations of said bylaw amendments; or take any action related.

The Board members felt they would be overreaching their authority and suggested that the Articles be recommended by Department of Inspectional Services or the Town Manager.

Ms. Raitt shared an email proposed zoning Warrant Article received from Karen E. Thomas-Alyea to amend the Town of Arlington Zoning Bylaw by inserting the following: Section 5.07-Buffer Zones for Medical Marijuana Treatment Centers immediately after Section 5.06.

Mr. Bunnell opened the next item on the agenda FY18 ARB Properties update. Ms. Raitt provided a budget projections spreadsheet on the three properties owned by the Redevelopment Board; the Jefferson Cutter House at 611 Mass Ave., 27 Maple Street (Central School), and 23 Maple Street. Additionally, she shared current and future Capital Plan projects. She shared that the driveway reconstruction and the Academy Street entrance stairs are expected to be completed by the end of the current fiscal year.

Mr. Bunnell moved to the next item on the agenda approval of meeting minutes from December 19, 2016 and January 9, 2017.

Mr. Cayer moved to approve the meeting minutes from December 19, 2016. Mr. Lau seconded. All voted in favor. (5-0)

Mr. Bunnell advised to amend the date from January 9, 2016 to January 9, 2017. Mr. Lau moved to approve the minutes from January 9, 2017 as amended. Mr. West seconded. All voted in favor. (5-0)

The Board commended Mr. Cayer for his years of service to the Arlington Redevelopment Board.